

26 SEP 1980

MEMORANDUM FOR: Deputy Director for Administration
FROM: Thomas H. White
Director of Information Services
SUBJECT: OIS Weekly Report (18-24 September 1980)

Classification Review Division

STAT

CRD personnel working with members of the OCR film library are attempting to identify the non-paper holdings of OCR which need to be reviewed. P&PD has agreed to produce film leaders for those films which must retain classification and OCR will splice them onto the film. OCR has been very cooperative and helpful during this effort.

CRD processed approximately 3,000 CIA documents or 75,000 pages of material and declassified approximately 15 percent.

Records Management Division

STAT

The NFAC Records Review Task Force, consisting of 12 employees, is again conducting its review at the Archives and Records Center.

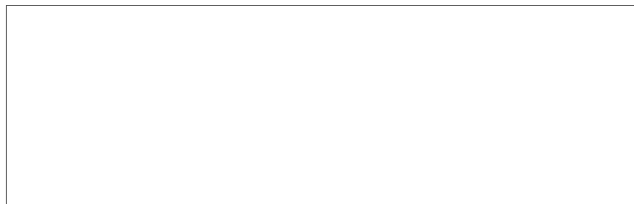
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STAT RCD held a meeting with all Agency components involved in the revision of [redacted] which are of interest to the DDCI and the EXCOM. Agreement was reached on all points at issue and 29 September 1980 was set as the due date for all three regulations to be returned to RCD for final processing and publishing.

Information and Privacy Division

A separate report is attached.

STAT



Thomas H. White

Attachment

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25 September 1980

MEMORANDUM FOR: Deputy Director for Administration

FROM:

Chief, Information and Privacy Division, OIS

SUBJECT: IPD/OIS Weekly Report (18-24 September)

1. The Week in Review

	<u>18-24 Sep</u>	<u>1980 Weekly Average</u>
a. New cases logged	65	59.5
b. Cases closed	15	50.0
c. New appeals logged	0	1.8
d. Appeals closed	3	2.5
e. Manpower (man-weeks)	137.9	125.4

2. Current Backlogs

- a. Initial requests - 3011
- b. Appeals - 390

3. Spotlighted Requests**ADMINISTRATIVE INTERNAL USE ONLY**

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5. Analysis

a. The initial request backlog has finally reached the 3,000 mark. It has grown by over 350 cases since the start of 1980, and by nearly 100 cases during September.

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IPD [redacted] /cb 25 September 1980

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- 1 - OL
- 1 - C/IMS [redacted]
- 1 - DDO/IRG [redacted]
- 26 - DDO/IMS [redacted]
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